



PLANNER

Job Announcement

Town of Clarkdale, Arizona (Pop. 4,300) seeks an energetic planning professional who is excited to assist in leading the evolution of our Town's development by filling the role of Planner. This individual appreciates the uniqueness of a small, rural town and is prepared to engage the public in effective communications towards ongoing community success.

Located in central Arizona, Clarkdale is a charming, historic town, on the banks of the Verde River and at the base of Mingus Mountain. Ideally situated above the heat of the desert and below the cold of Arizona's high country, Clarkdale enjoys a moderate year-round climate at an elevation of 3,500 feet.



Ideal candidates will possess a bachelor's degree in Urban Planning, Geography, Architecture, or any closely related field and a minimum of 1 year experience, with consideration given to internships and/or similar hands-on pre-graduation field experience. Preference may be given to applicants possessing qualifications above the minimum.

Working under limited supervision, this position will lead the administration, research and analysis of planning, zoning, subdivision, design review and land use development issues. Other duties include processing General Plan amendments, zoning and site plan applications and preparing reports and staff recommendations for presentation to boards and commissions, coordinating with Town departments relative to development and zoning issues, and other advanced planning duties as assigned.

We are fortunate to provide full-time employees with a variety of choices for medical insurance. This benefit package includes health, dental and prescription coverages, life insurance, an employee assistance program, and an option to purchase vision insurance. The Town pays 100% of costs for employees and a significant portion of eligible dependent costs. Insurance benefits begin on the first day of the month following date of hire.

Eligible employees must participate in the Arizona State Retirement System (ASRS) which includes a 100% company match.



Our compensation package includes generous paid time off for vacation, holidays and sick leave. Holidays the Town observes: New Year's Day, Martin Luther King Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, Christmas Day.

The annual pay range for this position is \$45,000-\$69,029.84, DOQ.

A completed Clarkdale employment application in addition to a cover letter and resume is required. The full job description and a link to our employment application are available on the Town's Human Resources webpage: http://www.clarkdale.az.gov/your_government/administrative_services/human_resources.php.

This recruitment is open until filled. Incomplete applications will not be considered. Additional information may be required of candidates throughout the screening and selection process, or upon its conclusion. Pre-employment background testing will be conducted on the successful candidate.

For more information or if you are unable to apply for any reason, please contact the Human Resources Department via email at Allison.Eckert@Clarkdale.AZ.gov or by phone at (928) 639-2412. The Town of Clarkdale is an Equal Opportunity Employer (EOE), and a drug-free, smoke-free work environment.

